2009

STIHome - Student Login

User Manual

Information in this document is subject to change without notice. Student and school data used herein are fictitious unless otherwise noted.

The contents of this document are the property of STI. This information is intended for users of the STI suite of products only. Reproduction or redistribution of these materials to anyone other than STI customers or users of STI Software is prohibited without prior written consent from STI.

© 2006-2009 Software Technology, Inc. All rights reserved.

Microsoft, Windows, Word and Internet Explorer are registered trademarks or trademarks of Microsoft Corporation in the United States and other countries.

Other product and company names herein may be the trademarks of their respective owners.

Software Technology, Inc.
USA Technology and Research Park
307 University Boulevard North
Bldg. IV, Suite 400
Mobile, AL 36688
(800) 844-0884

This document was last modified on June 29, 2009. Any subsequent changes made to the STI applications described herein will be discussed in the release notes that accompany each product's update.

Contents

Overview 1

About STIHome....1
Internet Explorer Requirements....1
Student Accounts....2
Accessing STIHome....3
Other Options in the Login Screen....5

Student Options 6

Home Screen....6
Report Card Grades....7
Current Class Averages....8
E-mailing Teachers....8
Viewing Graded Assignments....8
Teacher Notes....9
Homework Assignments....10
School Events....11
Attendance....12
Discipline....12
Schedule....13
Class Attendance....13
Attendance Calendar....14

Index 15

Overview

About STIHome

STIHome provides parents and students with a means of accessing school information from a remote computer, via the Internet. This information may include:

- Report Card Grades
- Current Class Averages
- Teacher Notes
- Homework Assignments
- School Events
- Attendance
- Discipline
- Student Schedule
- Class Attendance
- Attendance Calendar

Teachers and other school employees may also access STIHome. Options available with the teacher login are as follows:

- School Events
- Planner
- Class Roster
- Attendance
- Attendance Calendar

Internet Explorer Requirements

The followings versions of Microsoft Internet Explorer are required for STIHome:

- PC Users (Windows): Version 6.0 with latest service packs and updates
- Macintosh users
  - Mac OS 9: Version 5.1 with latest service packs and updates
  - Mac OS X: Version 5.2 with latest service packs and updates

Student Accounts

Before the home user may log on to STIHome, the school must create a unique *PIN* (*Personal Identification Number*) for each *User ID* that will be used to access the application.

The *User ID* will always match the Student Number in STIOffice. Before a student/parent may log in, a PIN must be assigned to each student in STIOffice.

PIN Assignment: Per Student Method

- For each student who will access STIHome (or for each student whose parent/guardian will use the program), open the student demographic record in either **Students | Add/Edit Student Information** or **Student Desktop**.
- Click the **More** button at the bottom of the screen.
- Enter the STIHome PIN in the field provided. The PIN will function as the login password for the selected student.
- Up to eight characters may be used for PIN's. Characters may be alphabetical, numerical or a combination of both.

PIN Assignment: Mass-Assigning PIN's

By default, this option will assign PIN's to any student who does not already have a PIN.

- Go to **Utilities | Students | Assign PIN Numbers**.
- If you have never assigned PIN's to students, click the **Apply** button.
- If you have already assigned PIN's to students and you click **Apply**, only those students without PIN's will be assigned them.

WARNING: Checking the *Overwrite ALL Pin #'s* box will remove and reassign all PIN's to all students. If this option is selected, it will be necessary to inform all students/parents of the PIN change.

PIN Notices for Students

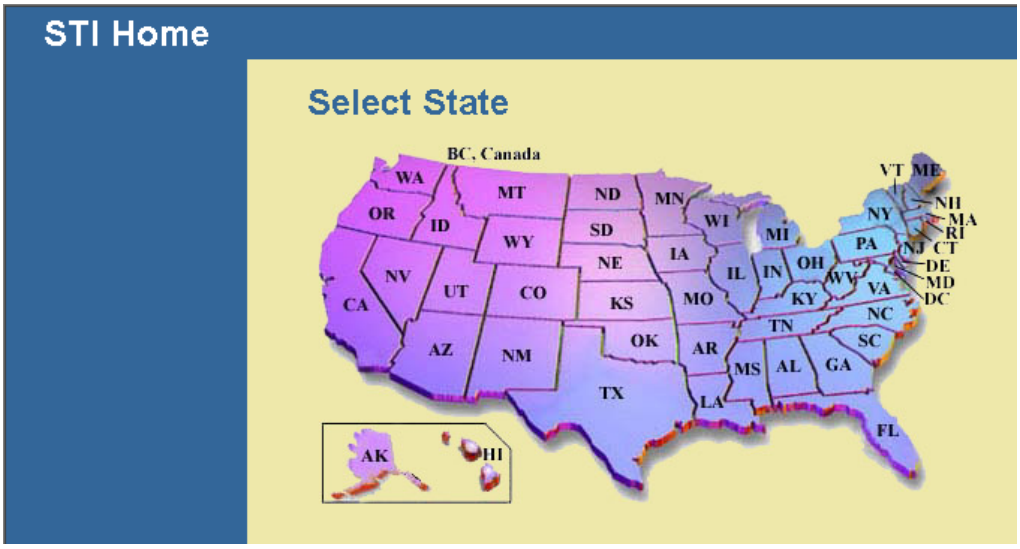
- To generate notices to send to students listing their User ID's and PIN's, go to **Students | Student Reports | PIN Slips**. Enter the report parameters as necessary.
- Select **STIHome PIN #** in the *PIN # to Print* drop-list.
- The default URL will appear in the *URL for Access:* box, but this may be changed as necessary. This information will be printed on the notices.
- Check *One Notice Per Page* to print a single notice on each page (for mailing purposes).
- Check *Include Instructions* to print instructional information on each PIN notice.
- Click **Apply** to generate the notices.

Accessing STIHome

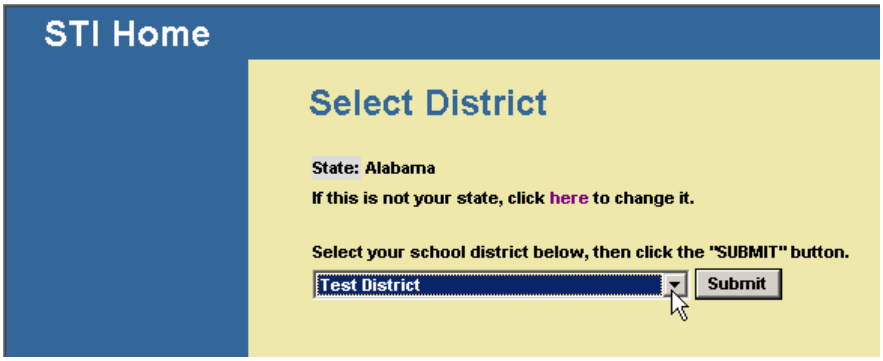
In Internet Explorer (the recommended browser), enter the following URL:

https://home.sti-k12.com/default.htm

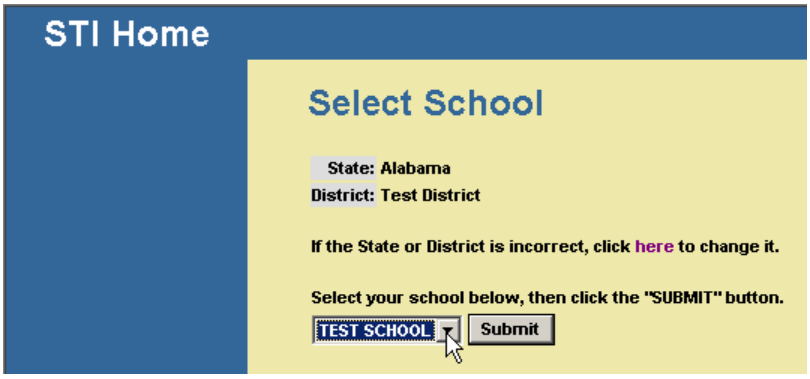
To log in to the program, click on your state in the opening screen.



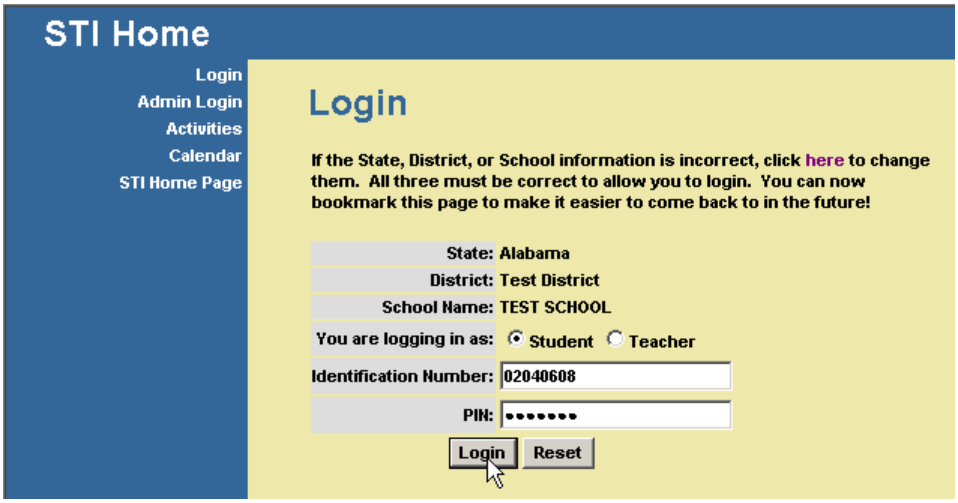
- Select your district from the drop-list in the next screen and then click the **Submit** button to proceed.


STI Home
Select District
State: Alabama
If this is not your state, click here to change it.
Select your school district below, then click the "SUBMIT" button.
Test District
Submit

- Select your school from the drop-list that appears next and click **Submit**.

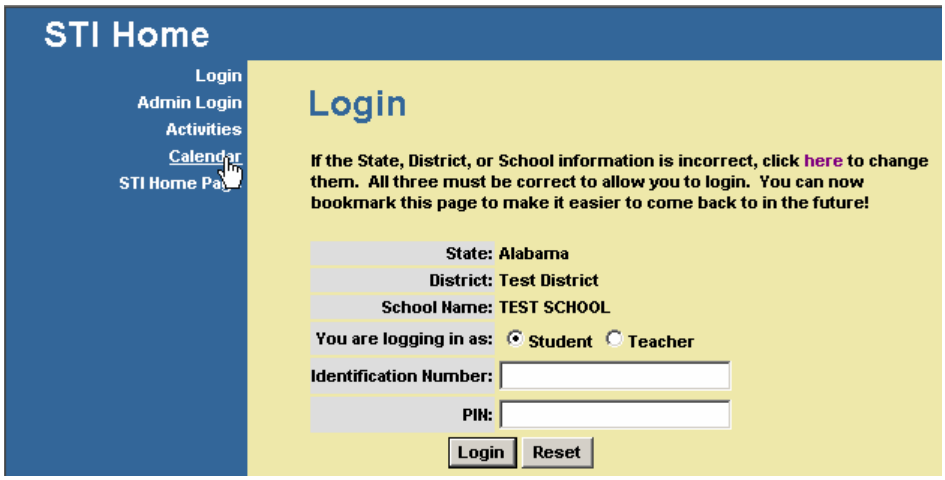

STI Home
Select School
State: Alabama
District: Test District
If the State or District is incorrect, click here to change it.
Select your school below, then click the "SUBMIT" button.
TEST SCHOOL
Submit

- The *Login* screen will appear. Bullet the appropriate type of login (*Student*) and then enter your *Identification Number* and *PIN* in the spaces provided. Click **Login**.


STI Home
Login
Admin Login
Activities
Calendar
STI Home Page
Login
If the State, District, or School information is incorrect, click here to change them. All three must be correct to allow you to login. You can now bookmark this page to make it easier to come back to in the future!
State: Alabama
District: Test District
School Name: TEST SCHOOL
You are logging in as: Student Teacher
Identification Number: 02040608
PIN:
Login
Reset

Other Options in the Login Screen

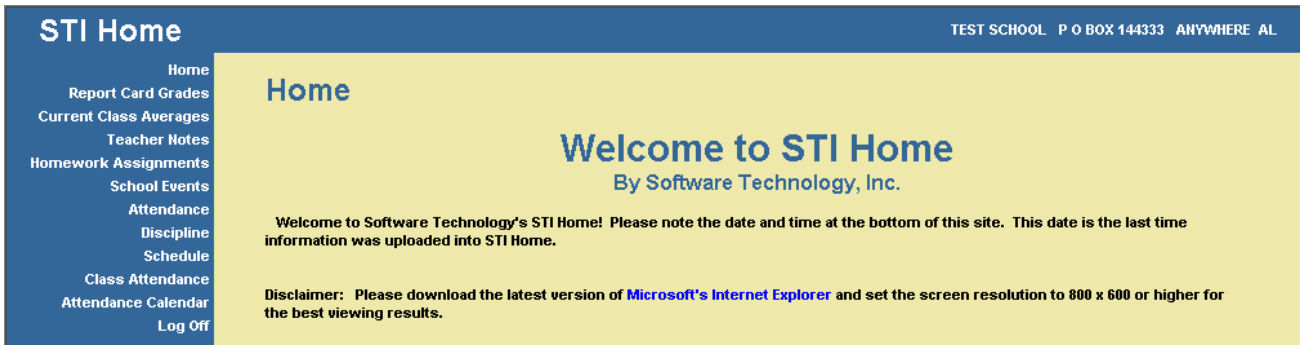
Prior to logging in, the user may view Activities (or school announcements); the school Calendar (see “School Events” on page 11); or the STI Home Page by clicking any of the appropriate links in the upper left corner of the *Login* screen.


STI Home
Login
Admin Login
Activities
Calendar
STI Home Page
Login
If the State, District, or School information is incorrect, click here to change them. All three must be correct to allow you to login. You can now bookmark this page to make it easier to come back to in the future!
State: Alabama
District: Test District
School Name: TEST SCHOOL
You are logging in as: Student Teacher
Identification Number:
PIN:
Login
Reset

Student Options

Home Screen

The student login will present the screen shown below:


STI Home
TEST SCHOOL P O BOX 144333 ANYWHERE AL
Home
Report Card Grades
Current Class Averages
Teacher Notes
Homework Assignments
School Events
Attendance
Discipline
Schedule
Class Attendance
Attendance Calendar
Log Off
Home
Welcome to STI Home
By Software Technology, Inc.
Welcome to Software Technology's STI Home! Please note the date and time at the bottom of this site. This date is the last time information was uploaded into STI Home.
Disclaimer: Please download the latest version of Microsoft's Internet Explorer and set the screen resolution to 800 x 600 or higher for the best viewing results.

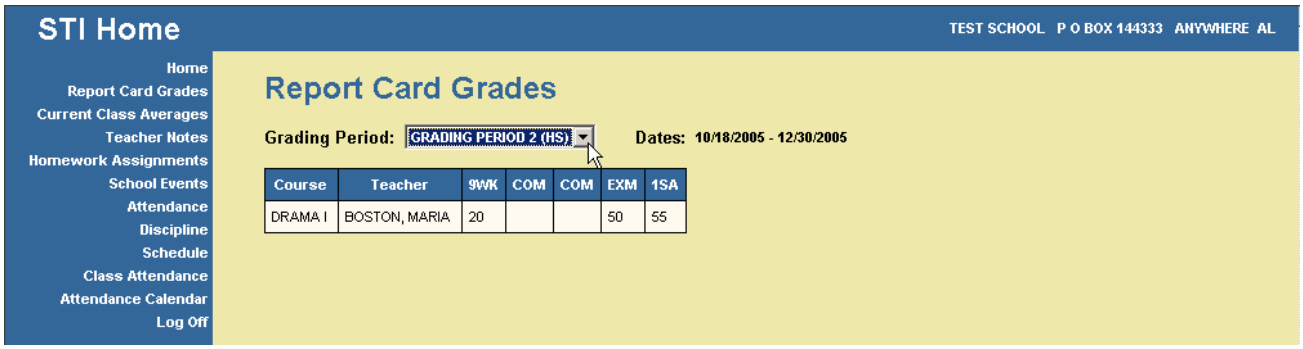
- Click any of the links in the upper left corner of the screen to view the pertinent information.
- Click the **Home** link at any time to return to the home screen.
- To log out of the system, click the **Log Off** link.

Report Card Grades

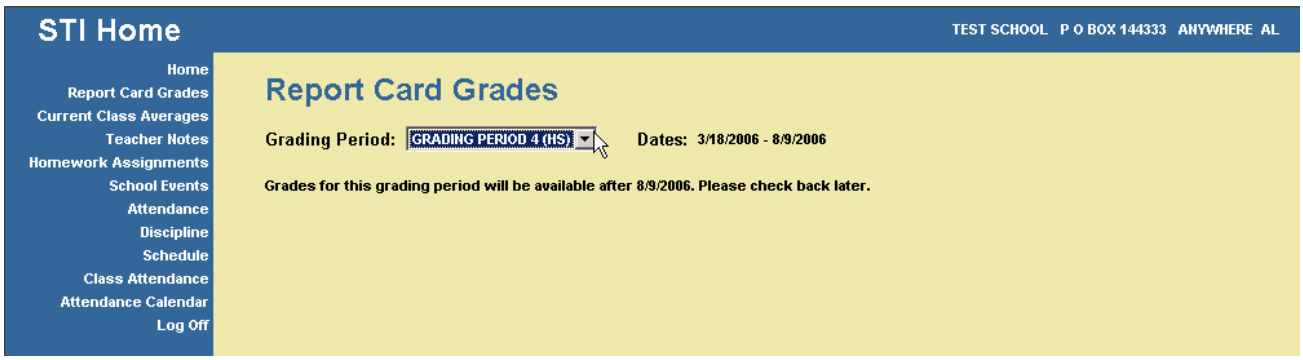
Choose this option to view the student's report card grades.

Note: Report card grades may be viewed after each grading period concludes and the grades have been posted by teachers in STIOffice.

- Select the appropriate grading period from the drop-list.



- Report card grades are only available for grading periods for which grades have been posted.



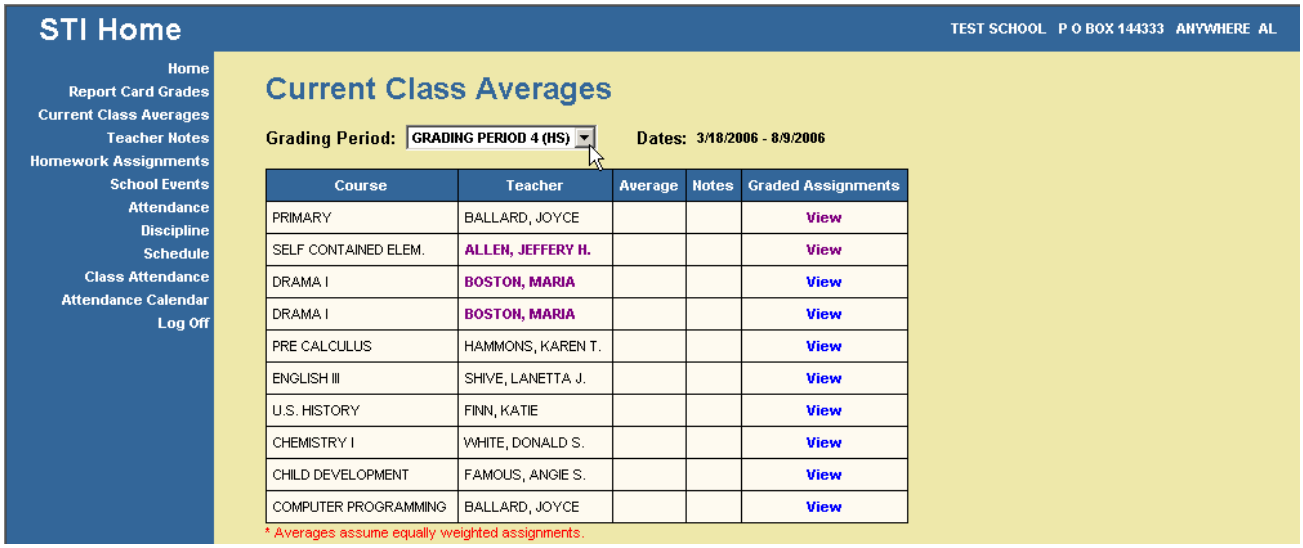
Current Class Averages

Choose this option to view the following information for each course in the student's schedule:

- Teacher of the course;
- Current class average;
- Notes entered by the teacher, where applicable; and
- Graded assignments.

Note: Current class averages may be viewed at any time, assuming that teachers have entered grades into the STIClassroom Module's Grade Book.

Select the correct grading period to view.


STI Home
TEST SCHOOL P O BOX 144333 ANYWHERE AL
Home
Report Card Grades
Current Class Averages
Teacher Notes
Homework Assignments
School Events
Attendance
Discipline
Schedule
Class Attendance
Attendance Calendar
Log Off
Current Class Averages
Grading Period: GRADING PERIOD 4 (HS)
Dates: 3/18/2006 - 8/9/2006
Course | Teacher | Average | Notes | Graded Assignments
PRIMARY | BALLARD, JOYCE | View
SELF CONTAINED ELEM. | ALLEN, JEFFERY H. | View
DRAMA I | BOSTON, MARIA | View
DRAMA I | BOSTON, MARIA | View
PRE CALCULUS | HAMMONS, KAREN T. | View
ENGLISH III | SHIVE, LANETTA J. | View
U.S. HISTORY | FINN, KATIE | View
CHEMISTRY I | WHITE, DONALD S. | View
CHILD DEVELOPMENT | FAMOUS, ANGIE S. | View
COMPUTER PROGRAMMING | BALLARD, JOYCE | View
* Averages assume equally weighted assignments.

E-mailing Teachers

If the teacher's name is highlighted (such as the teacher *Allen, Jeffery H.* in the above screen shot), the user may click on the teacher's name to open a blank e-mail to send to that teacher.

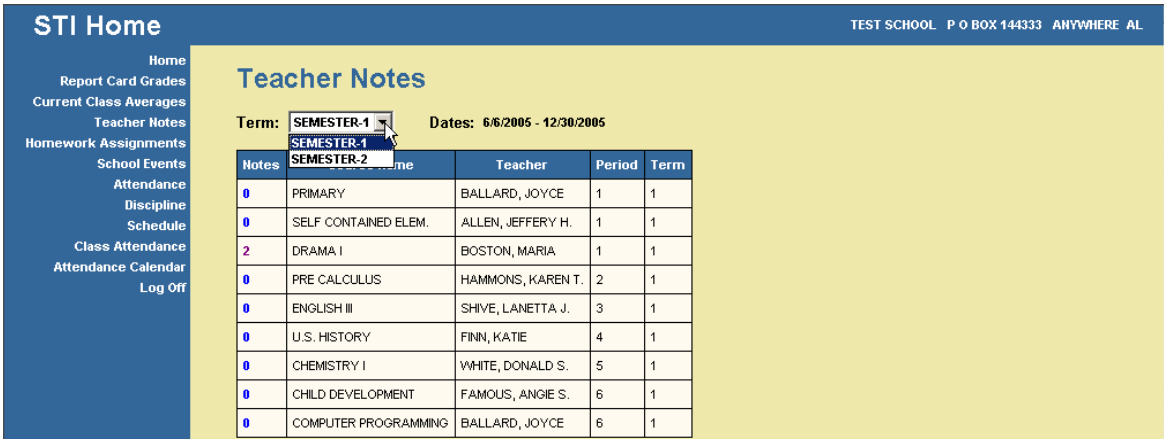
Viewing Graded Assignments

Click the **View** button to view grades that have been entered by the teachers for student assignments. Grades must first be entered by the teacher at school before you may view them here.

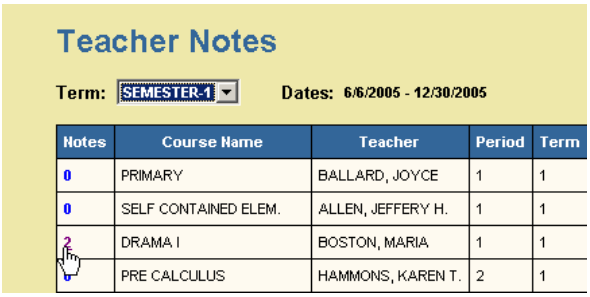
Teacher Notes

Choose this option to view the student's class average and any notes entered by teachers for each course in the student's schedule.

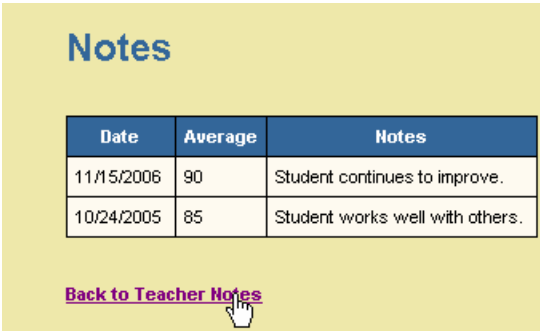
- Select the correct term to view.



- The number of notes (if any) for each course will be listed in the left column.



- Click on this number to view the note(s).

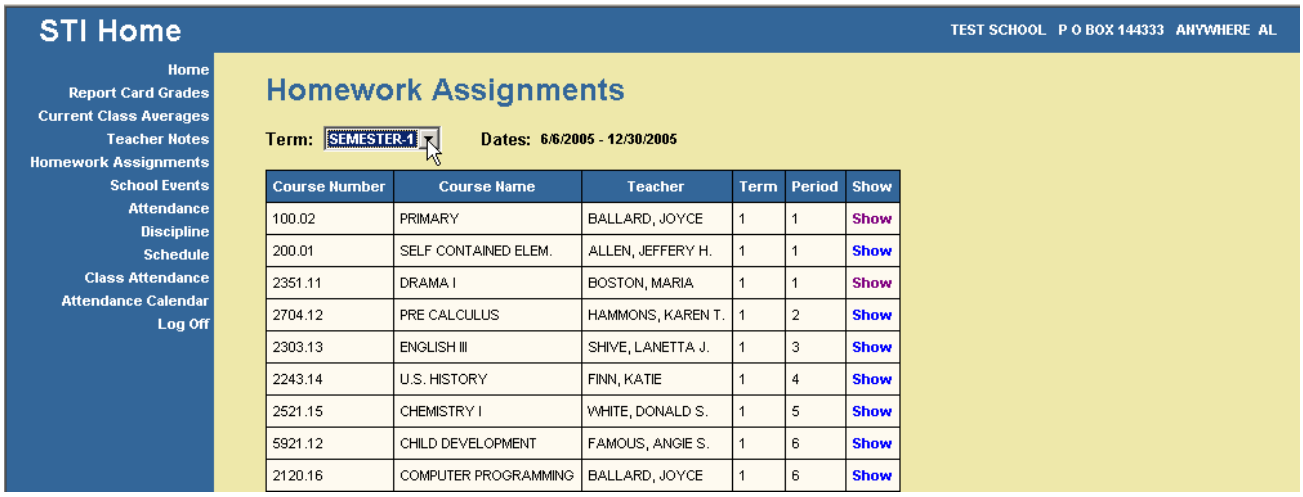


- To return to the student's schedule, click the **Back to Teacher Notes** link.

Homework Assignments

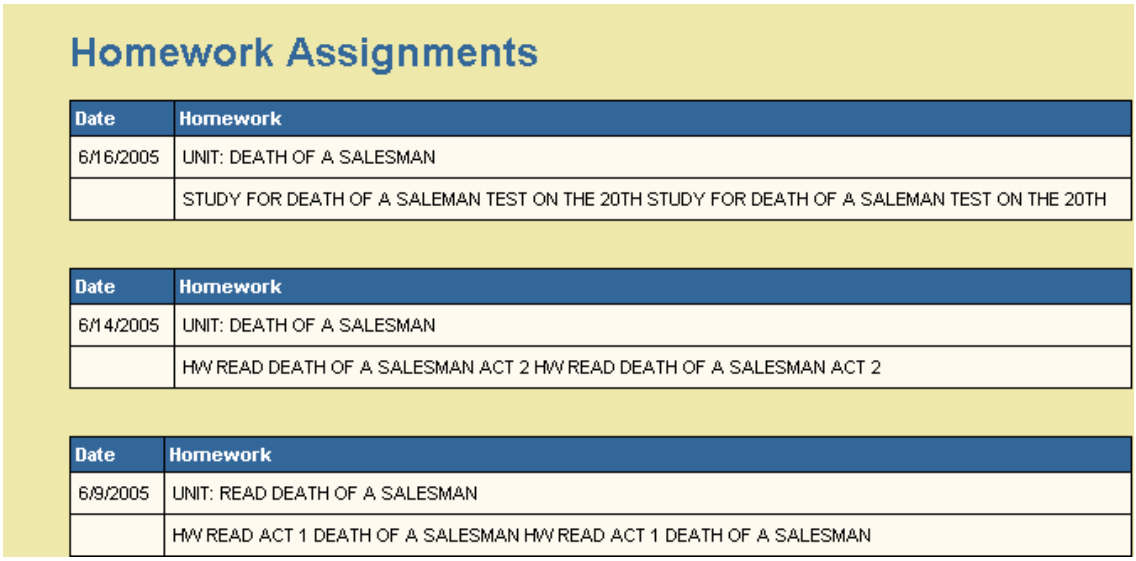
Choose this option to view homework assignments for each course in the student's schedule.

- Select the correct term to view.



Course Number	Course Name	Teacher	Term	Period	Show
100.02	PRIMARY	BALLARD, JOYCE	1	1	Show
200.01	SELF CONTAINED ELEM.	ALLEN, JEFFERY H.	1	1	Show
2351.11	DRAMA I	BOSTON, MARIA	1	1	Show
2704.12	PRE CALCULUS	HAMMONS, KAREN T.	1	2	Show
2303.13	ENGLISH III	SHIVE, LANETTA J.	1	3	Show
2243.14	U.S. HISTORY	FINN, KATIE	1	4	Show
2521.15	CHEMISTRY I	WHITE, DONALD S.	1	5	Show
5921.12	CHILD DEVELOPMENT	FAMOUS, ANGIE S.	1	6	Show
2120.16	COMPUTER PROGRAMMING	BALLARD, JOYCE	1	6	Show

- Click the **Show** button in the far right column to view assignments for a course.



Date	Homework
6/16/2005	UNIT: DEATH OF A SALESMAN
	STUDY FOR DEATH OF A SALEMAN TEST ON THE 20TH STUDY FOR DEATH OF A SALEMAN TEST ON THE 20TH

Date	Homework
6/14/2005	UNIT: DEATH OF A SALESMAN
	HW READ DEATH OF A SALESMAN ACT 2 HW READ DEATH OF A SALESMAN ACT 2

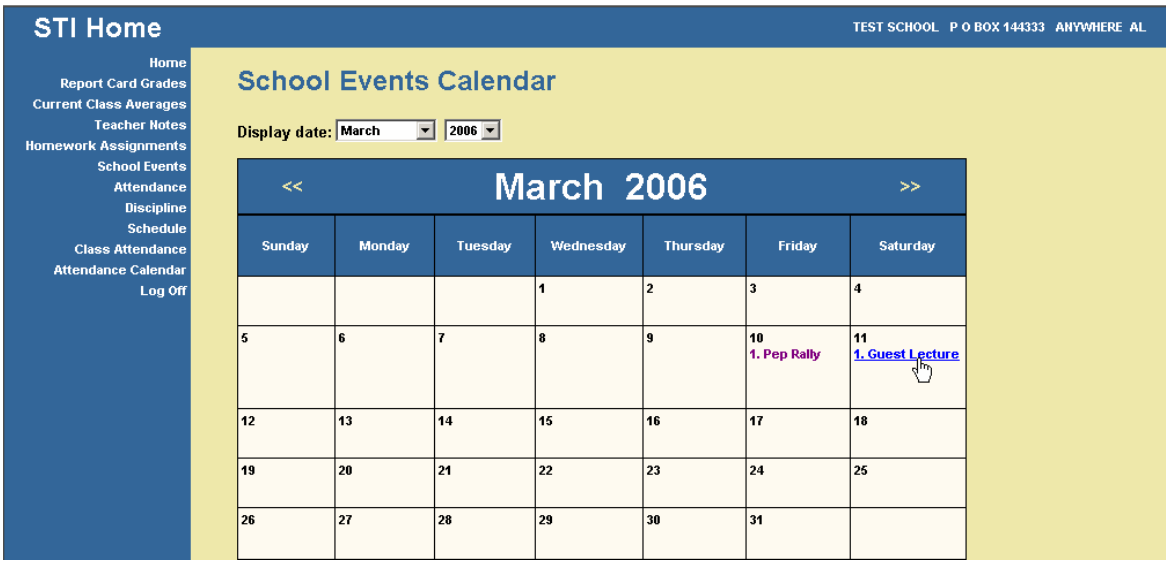
Date	Homework
6/9/2005	UNIT: READ DEATH OF A SALESMAN
	HW READ ACT 1 DEATH OF A SALESMAN HW READ ACT 1 DEATH OF A SALESMAN

- To return to the student's schedule, click the **Back to Homework Assignments** link at the bottom of the list of assignments (it may be necessary to scroll down to locate this link).

School Events

Choose this option to view any upcoming school events.

- A calendar will appear, with the current month/year displayed by default. Click the **<<** and **>>** arrows to move forward or backward through the school calendar.



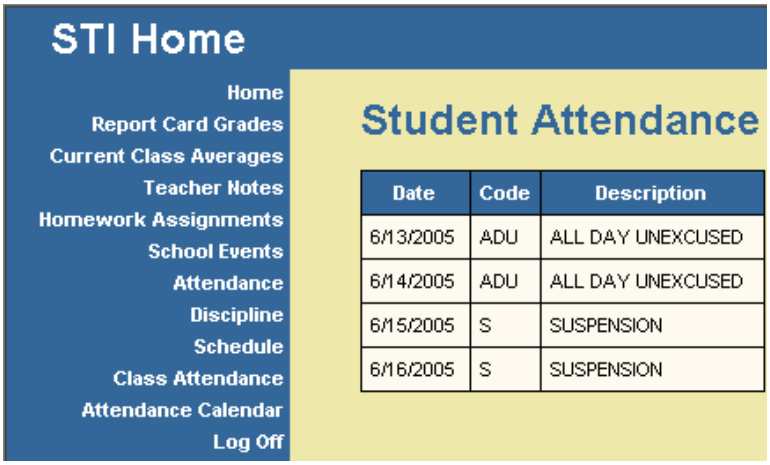
- Forthcoming events entered by the appropriate school personnel will be displayed on the calendar. Click on any event to view details.

- To return to the calendar, click the **Back to School Events** link.

Attendance

Choose this option to view the student's daily attendance history for the current academic year.

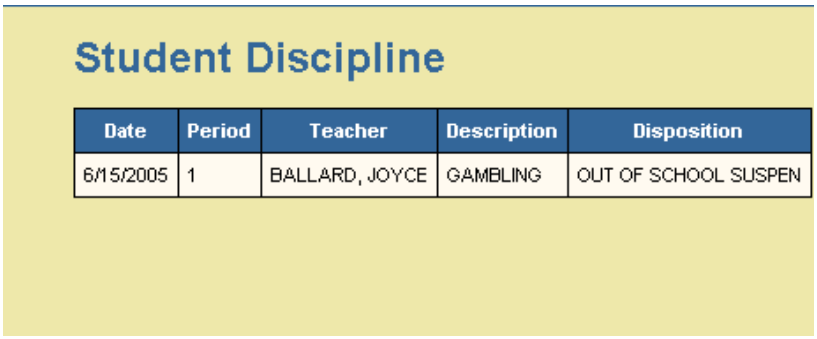
Note: Attendance must be entered and posted at the school before it will appear in STIHome.



Discipline

Choose this option to view the student's discipline history for the current academic year.

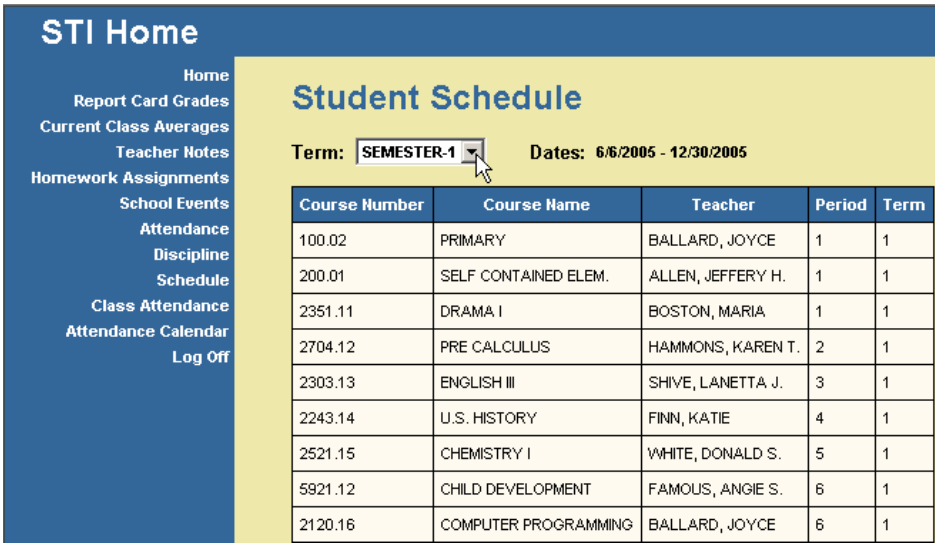
Note: Discipline records must be entered at school before this information may be viewed in STIHome.



Schedule

Choose this option to view the student's schedule (as created in STIOffice) for the current academic year.

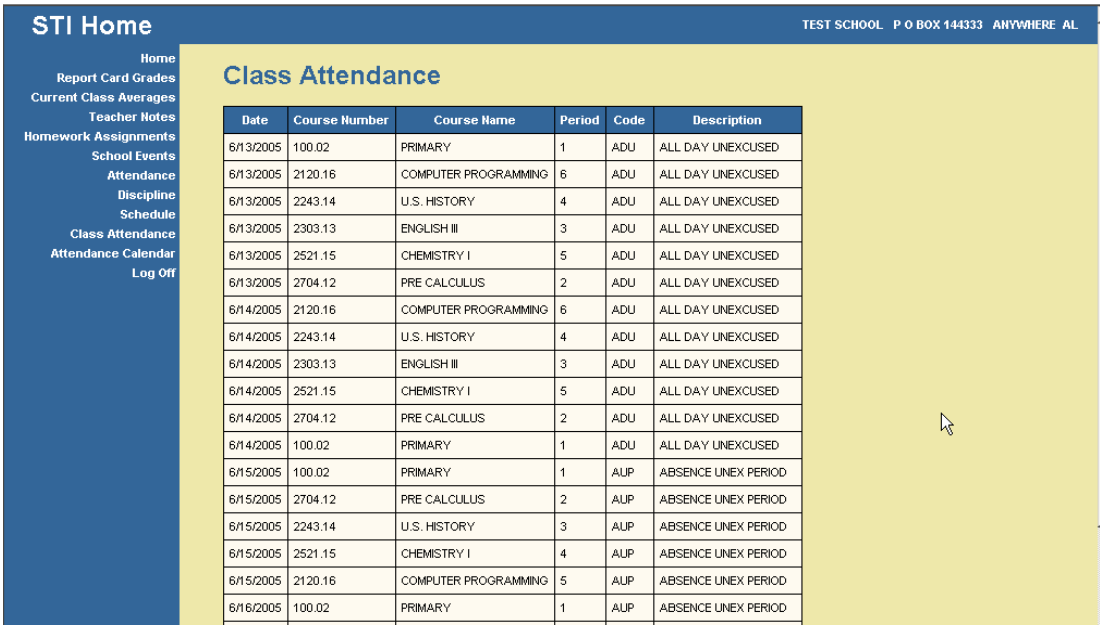
- Select the correct term to view.



Course Number	Course Name	Teacher	Period	Term
100.02	PRIMARY	BALLARD, JOYCE	1	1
200.01	SELF CONTAINED ELEM.	ALLEN, JEFFERY H.	1	1
2351.11	DRAMA I	BOSTON, MARIA	1	1
2704.12	PRE CALCULUS	HAMMONS, KAREN T.	2	1
2303.13	ENGLISH III	SHIVE, LANETTA J.	3	1
2243.14	U.S. HISTORY	FINN, KATIE	4	1
2521.15	CHEMISTRY I	WHITE, DONALD S.	5	1
5921.12	CHILD DEVELOPMENT	FAMOUS, ANGIE S.	6	1
2120.16	COMPUTER PROGRAMMING	BALLARD, JOYCE	6	1

Class Attendance

Choose this option to view the student's period attendance information (as entered and posted in STIOffice or STIClassroom) for the current school year.



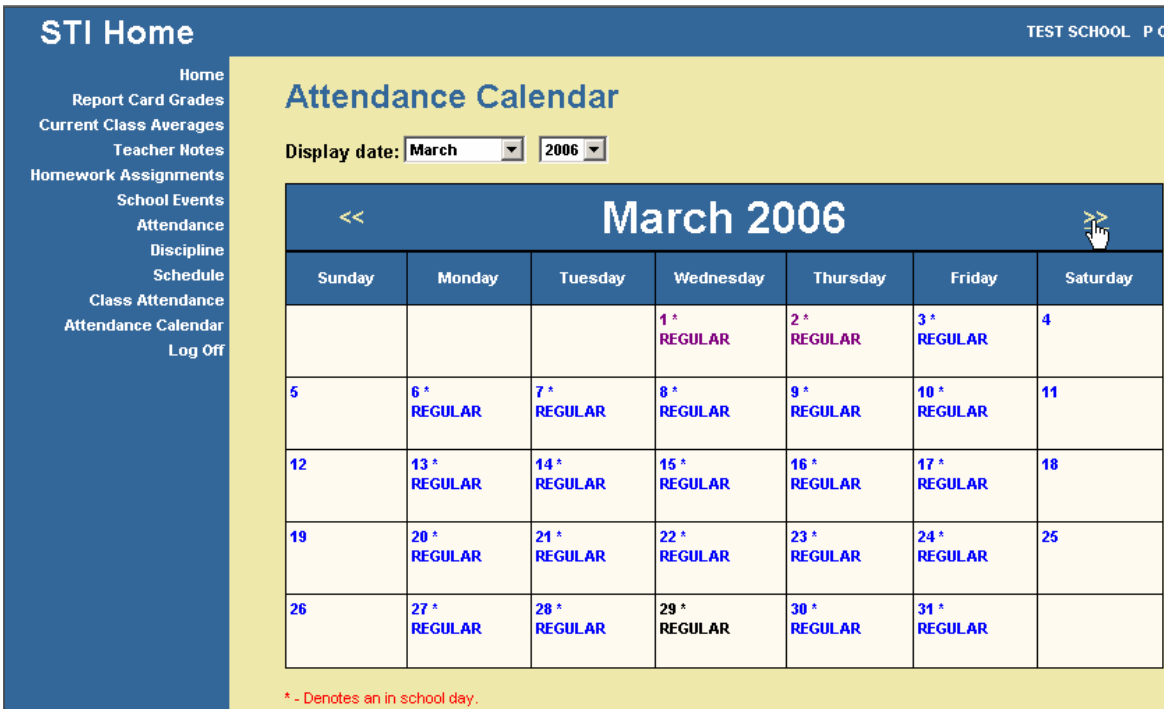
Date	Course Number	Course Name	Period	Code	Description
6/13/2005	100.02	PRIMARY	1	ADU	ALL DAY UNEXCUSED
6/13/2005	2120.16	COMPUTER PROGRAMMING	6	ADU	ALL DAY UNEXCUSED
6/13/2005	2243.14	U.S. HISTORY	4	ADU	ALL DAY UNEXCUSED
6/13/2005	2303.13	ENGLISH III	3	ADU	ALL DAY UNEXCUSED
6/13/2005	2521.15	CHEMISTRY I	5	ADU	ALL DAY UNEXCUSED
6/13/2005	2704.12	PRE CALCULUS	2	ADU	ALL DAY UNEXCUSED
6/14/2005	2120.16	COMPUTER PROGRAMMING	6	ADU	ALL DAY UNEXCUSED
6/14/2005	2243.14	U.S. HISTORY	4	ADU	ALL DAY UNEXCUSED
6/14/2005	2303.13	ENGLISH III	3	ADU	ALL DAY UNEXCUSED
6/14/2005	2521.15	CHEMISTRY I	5	ADU	ALL DAY UNEXCUSED
6/14/2005	2704.12	PRE CALCULUS	2	ADU	ALL DAY UNEXCUSED
6/14/2005	100.02	PRIMARY	1	ADU	ALL DAY UNEXCUSED
6/15/2005	100.02	PRIMARY	1	AUP	ABSENCE UNEX PERIOD
6/15/2005	2704.12	PRE CALCULUS	2	AUP	ABSENCE UNEX PERIOD
6/15/2005	2243.14	U.S. HISTORY	3	AUP	ABSENCE UNEX PERIOD
6/15/2005	2521.15	CHEMISTRY I	4	AUP	ABSENCE UNEX PERIOD
6/15/2005	2120.16	COMPUTER PROGRAMMING	5	AUP	ABSENCE UNEX PERIOD
6/16/2005	100.02	PRIMARY	1	AUP	ABSENCE UNEX PERIOD

Attendance Calendar

Choose this option to view the school attendance calendar.

Note: This information is drawn from the attendance calendar as set up in STIOffice.

- A calendar will appear, with the current month/year displayed by default. Click the **<<** and **>>** arrows to move forward or backward through the school calendar. Alternately, the user may select the month and date from the *Display date* drop-lists above the calendar.


STI Home
TEST SCHOOL
Home
Report Card Grades
Current Class Averages
Teacher Notes
Homework Assignments
School Events
Attendance
Discipline
Schedule
Class Attendance
Attendance Calendar
Log Off
Attendance Calendar
Display date: March 2006
<< March 2006 >>
Sunday Monday Tuesday Wednesday Thursday Friday Saturday
1 * REGULAR 2 * REGULAR 3 * REGULAR 4
5 6 * REGULAR 7 * REGULAR 8 * REGULAR 9 * REGULAR 10 * REGULAR 11
12 13 * REGULAR 14 * REGULAR 15 * REGULAR 16 * REGULAR 17 * REGULAR 18
19 20 * REGULAR 21 * REGULAR 22 * REGULAR 23 * REGULAR 24 * REGULAR 25
26 27 * REGULAR 28 * REGULAR 29 * REGULAR 30 * REGULAR 31 * REGULAR
* - Denotes an in school day.

- The calendar displays the type of attendance day. Any date marked with the * (asterisk) symbol is an in-school day.

Index

A

About STIHome 1
Accessing STIHome 3
Attendance 12
Attendance Calendar 14

C

Class Attendance 13
Current Class Averages 8

D

Discipline 12

E

E-mailing Teachers 8

H

Home Screen 6
Homework Assignments 10

I

Internet Explorer Requirements 1

O

Other Options in the Login Screen 5
Overview 1

R

Report Card Grades 7

S

Schedule 13
School Events 11
Student Accounts 2
Student Options 6

T

Teacher Notes 9

V

Viewing Graded Assignments 8